



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-2

March 24, 2005

Ronald A. Kaye, Treasurer  
Friends of Melinda Katz  
P.O. Box 831  
Forest Hills, NY 11375

**Response Due Date:**  
**April 25, 2005**

Identification Number: C00331793

Reference: Year End Report (10/1/04 - 12/31/04)

Dear Mr. Kaye:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **An adequate response must be received at the Commission by the response date noted above.** An itemization of the information needed follows:

-Your committee failed to file a Post-Election Detailed Summary Page. The Post-Election Detailed Summary Page must be used in lieu of the Detailed Summary Page and Line Numbers 6-7 of the Summary Page for the first report filed after completion of the election cycle. The Post-Election Detailed Summary Page can be downloaded from the FEC web site ([www.fec.gov](http://www.fec.gov)). Please amend your report to include a Post-Election Detailed Summary Page. (11 CFR §§ 104.2(a) and 104.3)

**Unlike previous election cycles, you will not receive an additional notice from the Commission on this matter.** Adequate responses received on or before this date will be taken into consideration in determining whether audit action will be initiated. **Requests for extensions of time in which to respond will not be considered.** Failure to provide an adequate response by this date may result in an audit of the committee. Failure to comply with the provisions of the Act may also result in an enforcement action against the committee. Any response submitted by your committee will be placed on the public record and will be considered by the Commission prior to taking enforcement action.

Electronic filers must file amendments (to include statements, designations and reports) in an electronic format and must submit an amended report in its entirety, rather

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